

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]

KTTC

[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my sincere gratitude for [specific reason for thanking KTTC, e.g., the opportunity to participate in a program, the coverage of a story, etc.].

Your support has made a significant impact on [mention how it affected you or your project], and I truly appreciate the time and effort put into [specific detail about the experience].

Thank you once again for your generosity and commitment. I look forward to [mention any future interaction or project, if applicable].

Warm regards,

[Your Name]

[Your Title/Position, if applicable]